

Board of Selectmen
Grange Hall
December 16, 2015
Regular Meeting Minutes

Selectmen Present: M. Walter; S. Link; E. Malavasi

Also Present: D. Angersola; B. Batchelder; E. Blaschik; C. Bloch; L. Branscombe; B. Cross; D. Dill; E. Dill; J. Dill; I. Fitzpatrick; M. Fitzpatrick; S. Fitzpatrick; J. Moreau; E. Olander; K. Olander; W. Parkus; J. Peacock; J. Peacock; C. Quinn; T. Quinn; P. Simmons; B. Ventres; S. Wheeler; L. Zemienieski; K. Cavallo

1. First Selectman Walter called the Board of Selectmen's meeting to order at 7:00 p.m. and the attendees said the Pledge of Allegiance.

2. Approval of Agenda

Motion made by Mr. Walter, seconded by Mr. Malavasi, to approve the agenda as written. Unanimous aye.

3. Approval of Minutes: Regular Meeting of December 2, 2015

Motion made by Mr. Walter, seconded by Ms. Link, to approve the minutes of the Regular Meeting as written. Unanimous aye.

4. Correspondence: Mr. Walter called the Selectmen's attention to a Media Alert in their meeting packets advising that the Middlesex County Revitalization Commission (MCRC) had received additional funding from the Connecticut Small Business Express Program and the Department of Economic and Community Development. He advised that the MCRC received \$1M to be used for small business loans. He noted that several businesses in Town have benefited from the loan program.

5. First Selectmen's Report:

- A. Presentation of Fire Prevention Poster Contest Winners Certificates: Mr. Walter introduced Fire Marshal Angersola who thanked the Board for the opportunity to present the awards for the Fire Prevention Poster Contest at the meeting. Mr. Angersola provided some history on the poster contest and announced the winners of this year's contest: Isabella Fitzpatrick, Alex Malone, Vicky Wang, and Elizabeth Olander. He and Mr. Walter presented certificates to the winners present at the meeting.

- B. Shared Services Report: Mr. Walter called the Selectmen's attention to the December 2015 Shared Services Report in their meeting packets.

- C. What Not Corner Sign: The Selectmen reviewed the draft guidelines that will be posted at the Transfer Station's What Not Corner. The Selectmen suggested several revisions to

the sign and Mr. Walter agreed to pass their suggestions onto Public Works Administrator Lunt.

- D. Chatham Health District Update: Mr. Walter called the Selectmen's attention to a news article in their meeting packets regarding the Director of the Chatham Health District. He advised that, as a result of the controversy, Director King has resigned effective December 18th. He stated that Haddam was looking into joining the Killingworth Health Department and, consequently, it is estimated that East Haddam's cost to participate in the Chatham Health District will increase from \$88,000/yr. to \$103,000/yr.

Mr. Walter advised that Killingworth and Haddam have reached out to East Haddam to see if the Town would be interested in joining them and forming a regional health district. The Selectmen discussed the logistics involved in such a move and agreed that the first step is to request budgetary information from both Killingworth/Haddam and the Chatham Health District.

- E. State Budget Update – CCM Legislative Alert: Mr. Walter noted that the December 9th Legislative Alert bulletin in the Selectmen's meeting packets reiterated much of what Representative Ziobron reported on at the last Board of Selectmen's meeting. Ms. Link noted that, based on information in the Alert, it seems that other cities/towns, in addition to East Haddam, are experiencing lower school enrollment.

6. Citizen's Concerns: The following citizens' concerns were discussed:

- In response to a question raised by Mr. Blaschik, Mr. Walter advised that he would present the proposed budget cuts to cover the cost of the improvements at the Harris property and related STEAP grant referendum at the next Board of Finance meeting. He noted that he is meeting with all department heads to discuss the impact of the cuts on each.
- Ms. J. Dill advised that she had received materials from Ms. Zemienieski regarding a contract with Expense Consulting. Mr. Walter responded to several questions she raised and confirmed that the documents she has are not final drafts. He noted that he expects the Selectmen to take action on the Expense Consulting contract at their next regular meeting.
- In response to a question raised by Mr. Blaschik, Mr. Walter advised that the Town had received donations for the tractor and garden shed for the Community Agriculture Center, but it had not received a donation to drill a well.

7. Unfinished Business:

- A. Blight Ordinance Discussion: Mr. Walter confirmed that the Selectmen will hold a Special Meeting at 5 p.m. on January 25, 2016 to discuss this agenda item.
- B. Emergency Communications Center Contract for Municipal Services Discussion: It was

noted that the Town's notice of termination of its 911 contract with KX had been sent, via certified mail, on December 15th. Mr. Walter noted that he is expecting final comments on the Valley Shore contract from the Emergency Services Committee.

- C. Electricity Contract Discussion: Mr. Walter advised that the Town had not been able to notify Constellation New Energy of its decision to enter into an agreement to purchase electricity at the \$0.0828/kWh before the offer expired. He advised that he and Superintendent Reas will meet with Tradition Energy on December 18th to review responses to the competitive bid. Mr. Walter stated that the motion made at the December 2nd Selectmen's meeting must be rescinded and a new motion made to authorize the First Selectmen to finalize prices and enter into an agreement with the lowest bidder.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to rescind the motion made at the December 2, 2015 meeting to finalize prices and authorize the First Selectman to enter into an agreement on behalf of the Town with Constellation New Energy, Inc. for electricity supply at \$0.0828/kWh for a three year period from December 2015 through December 2018, and send approval of the three-year contract to the Board of Finance and Town Meeting. Unanimous aye.

Motion made by Mr. Walter, seconded by, Ms. Link, to authorize the First Selectman to finalize prices and enter into an agreement on behalf of the Town with the most qualified low bidder for electricity supply for the number of years most beneficial to the town, contingent upon the selected bid being equal to or less than \$0.0828/kWh. It was further moved that, should a multi-year contract be selected, to send the contract to the Board of Finance and Town Meeting for approval. Unanimous aye.

The Selectmen agreed that, if the bids do not come in at equal to or less than \$0.0828/kWh, they would hold a conference call at 4:30 p.m. on December 18th to discuss the bids.

- D. Replacement of Bridge No. 02506 Route 82 Over Hemlock Valley Brook-Property Acquisition: Mr. Walter reported that the estimate of future legal expense related to this project has come in at under \$500.00 and the Town Attorney has prepared the appropriate resolutions to move the granting of an easement to the state through Town Meeting.

Motion made by Mr. Walter, seconded by Mr. Malavasi, that the Board of Selectmen endorse and refer to the Town Meeting for consideration and approval the granting to the Connecticut Department of Transportation of a construction easement of approximately 1,248 square feet, an easement to slope of approximately 2,409 square feet, and a right to install sedimentation control on the Town's property located at Hemlock Valley Brook bridge over Route 82 in exchange for consideration in an amount not less than \$500 and that the First Selectman, Mark B. Walter, be authorized to negotiate and execute any documentation related to such easements. Unanimous aye.

- E. Trowbridge Road/Middle School Property Discussion: Mr. Walter reported that the

Town Attorney has prepared motions to move the exchange of properties to a Town Meeting; however, the Attorney had advised him that, by statute, because the value of the property is over \$10,000.00, the Town must first hold a public hearing on the proposed exchange. Ms. Zemienieski stated that she expects the public hearing could be held in early January.

- F. Building Project Updates: Mr. Dill reported that the Municipal Facilities Building Committee has finalized several RFPs and formed two sub-committees. He further noted that the USDA must approve the use of a Construction Manager at Risk for the project.

Kevin Cavallo reported that the Building Committee for the firehouses met this evening and that they have retained a construction attorney from Updike, Kelly & Spellacy, P.C.

8. New Business:

- A. Expense Consulting Multi-Year Contract: Mr. Walter called the Selectmen's attention to materials in their meeting packets related to a multi-year contract with Expense Consulting. The Selectmen agreed to review the materials and discuss them at their next Regular Meeting.
- B. Gift Acceptance – "Reflections" Painting: Mr. Walter called the Selectmen's attention to a memo from Town Clerk Denette noting that the Town received a donation of an oil painting of Chapman Falls from Artist Trenton F. Young. Ms. Denette's memo asked that the Selectmen move the acceptance of the gift to the Board of Finance and Town Meeting.

Motion made by Mr. Walter, seconded by Ms. Link, to accept a gift of an oil painting of Chapman Falls named "Reflections" from artist Trenton F. Young and send acceptance of said gift to the Board of Finance and then to Town Meeting for approval. Unanimous aye.

- C. Municipal Filings Pilot Program Resolution: Mr. Walter advised that the Town Clerk would like to participate in the Municipal Filings Pilot program and legislative body approval is required in order to apply. He stated that the following resolution will need to be approved and forwarded to Town Meeting.

Motion made by Mr. Walter, seconded by Ms. Link, to accept the following resolution and send it to Town Meeting for approval:

RESOLUTION TO APPROVE TOWN CLERK'S APPLICATION TO THE STATE ELECTIONS ENFORCEMENT COMMISSION'S MUNICIPAL FILING PILOT PROGRAM

WHEREAS on June 30, 2015, the Governor signed into law Special Act No. 2015-04, An Act Establishing A Pilot Program for Municipal Campaign Finance Filing;

WHEREAS the Special Act establishes a pilot program for the State Elections Enforcement Commission to provide assistance to the Town Clerks of up to twenty municipalities with the completion of some or all of their filing repository duties for the 2017 election cycle;

WHEREAS the application to participate in the pilot program requires the approval of the municipality's legislative body;

NOW, THEREFORE, BE IT RESOLVED by the legislative body of the Town of East Haddam that the Town Clerk of the Town of East Haddam may apply to participate in the State Elections Enforcement Commission's Municipal Filing Pilot Program for the 2017 election cycle;

BE IT FURTHER RESOLVED that a copy of this signed resolution be forwarded to the State Elections Enforcement Commission as part of the Town of East Haddam's application.

Unanimous aye.

- D. East Haddam Schools Capital Improvement Project Charge Amendment Resolution: Mr. Walter advised that the Board of Education has requested that the asbestos project at the Elementary School be moved from the CIP Committee to the Elementary School Renovation Building Committee to minimize the number of committees working in the school. Ms. Zemienieski noted that several other minor clarifications had also been requested. She stated that, once all the revisions are finalized, the appropriate resolution will be prepared for a January Selectmen's meeting and a Town Meeting.
- E. Elementary School Renovations Building Committee Charge Amendment Resolution: Mr. Walter noted that, if the asbestos project at the Elementary School is moved from the CIP Committee to the Elementary School Renovation Building Committee, the expense for the project will also have to be re-allocated and discussed with the Board of Finance. He noted that the appropriate resolution will be prepared for a January Selectmen's meeting and a Town Meeting.
- F. Local Plan for Emergency Medical Services Approval: Mr. Walter introduced Ms. Quinn who advised that Connecticut towns and cities are expected to have a written local Emergency Medical Services plan. She stated that on July 27, 2015, the Town was notified that it had been selected by the state to submit an updated plan. Ms. Quinn provided the Selectmen with a draft of the Town's Local EMS Plan which she stated should be submitted to the state by January 1st. She asked the Selectmen to review the plan and email her if they have any questions.
- G. Bid Award – Gasoline: Mr. Walter reported that prices had been released from our current vendor and the Town could lock in a fixed price at approximately \$1.8350/gallon for unleaded gasoline. He noted that the Town is currently paying \$2.68/gallon and purchases approximately 20,000 gallons a year; consequently, the new price represents an approximate savings of \$16,000 per year for the Town and Board of Education.

Motion made by Mr. Walter, seconded by Ms. Link, to waive the bid process, finalize prices and authorize the First Selectman to enter into agreements on behalf of the Town with East River Energy, for regular unleaded gasoline at \$1.8350/gallon for a two year period from January 1, 2016 through December 31, 2017, and send approval of the two-year contract to the Board of Finance and Town Meeting. Unanimous aye.

H. Call for Town Meeting: The Selectmen briefly discussed the call for Town Meeting.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to approve the following call for Town Meeting:

The Electors and citizens of the Town of East Haddam, Connecticut qualified to vote in Town Meeting are hereby warned and notified that the Annual Town Meeting will be held in the Town Meeting Hall on Town Street in the said Town of East Haddam, at 8:00 p.m., Tuesday, December 29, 2015 for the following purposes, to wit:

Item 1: To consider and act upon the recommendation that the Board of Selectmen be authorized to enter into all necessary agreements with the Transportation Commissioner of the State of Connecticut for the receipt of State Aid for town highways in accordance with the General Statutes of Connecticut.

Item 2: To consider and accept the Annual Town Report for the fiscal year ended June 30, 2015.

Item 3: To consider and act upon the recommendation of the Planning and Zoning Commission and Board of Selectmen to accept the following resolution:

Resolved, that the Town of East Haddam hereby agrees to grant to the Connecticut Department of Transportation: (a) a construction easement of approximately 1,248 square feet, (b) an easement to slope of approximately 2,409 square feet, and (c) a right to install sedimentation control on the Town's property located at Hemlock Valley Brook bridge over Route 82 in exchange for consideration in an amount not less than \$500 and that the First Selectman, Mark B. Walter, be authorized to negotiate and execute any documentation related to such easements.

Item 4: To consider and act upon the recommendation of the Board of Selectmen to adopt the following resolution:

WHEREAS on June 30, 2015, the Governor signed into law Special Act No. 2015-04, An Act Establishing A Pilot Program for Municipal Campaign Finance Filing;

WHEREAS the Special Act establishes a pilot program for the State Elections Enforcement Commission to provide assistance to the Town Clerks of up to twenty municipalities with the completion of some or all of their filing repository duties for the 2017 election cycle;

WHEREAS the application to participate in the pilot program requires the approval of the municipality's legislative body;

NOW, THEREFORE, BE IT RESOLVED by the legislative body of the Town of East Haddam that the Town Clerk of the Town of East Haddam may apply to participate in the State Elections Enforcement Commission's Municipal Filing Pilot Program for the 2017 election cycle;

BE IT FURTHER RESOLVED that a copy of this signed resolution be forwarded to the State Elections Enforcement Commission as part of the Town of East Haddam's application.

Item 5: To consider and act upon the recommendation of the Board of Selectmen and the Board of Finance to accept a gift of a flagpole, accessories and labor for Heritage Park valued at \$1,302.08 from Dutch Oil Co., Inc.

Item 6: To consider and act upon the recommendation of the Board of Selectmen and Board of Finance to approve the written agreement with 385 Town Street LLC for abatement of property taxes under the Town of East Haddam ordinance entitled "Tax and Business Incentive Program" adopted June 30, 2010 and amended June 30, 2015 and that Mark B. Walter is hereby authorized and directed, on behalf of the Town, to execute and deliver the Agreement, for the purposes provided therein, together with such other documents as he or she may determine to be necessary and appropriate to evidence, secure and otherwise complete the Agreement Regarding Real Property Tax Assessment.

Unanimous aye.

- I. Tax and Business Incentive Program Application (Dutch Mill Properties): Mr. Walter noted that, at a previous meeting of the Board of Selectmen, they accepted the Dutch Mill Properties Tax Incentive application and EDC recommendation and authorized the Town Attorney to prepare the written agreement. He advised that an agreement had been prepared and is acceptable to Dutch Lower Mill Properties LLC.

Motion made by Mr. Walter, seconded by Ms. Link, to approve the written agreement with Dutch Lower Mill Properties LLC for abatement of property taxes under the Town of East Haddam ordinance entitled "Tax and Business Incentive Program" adopted June 30, 2010 and amended June 30, 2015, and forward it to the Board of Finance and Town Meeting for approval. Unanimous aye.

- J. Grange Hall – Beer & Wine Service: Mr. Walter called the Selectmen's attention to a copy of an email in their meeting packets from Emmett Lyman, dated, December 7, 2015, requesting approval to serve beer and wine at the Grange Hall at a Republican Town Committee meeting.

Motion made by Mr. Walter, seconded by Ms. Link, to approve a beer and wine event at the Grange Hall for the Republican Town Committee meeting on January 8, 2016.

Unanimous aye.

- K. Board/Commission/Committee Changes (BOFC, MOBC): Mr. Walter noted that he has not yet received written notification of changes to the Board of Fire Commissioners. He called the Selectmen's attention to materials in their meeting packets regarding a resignation and recommendation for member changes and an appointment to the Municipal Office Building Committee.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to accept, with regret, the resignation of David Morrison as a regular member and Treasurer of the Municipal Office Building Committee.

Motion made by Mr. Walter, seconded by Mr. Malavasi, to change the status of Phil Barlow from alternate member to regular member on the Municipal Office Building Committee. Unanimous aye.

Motion made by Mr. Walter, seconded by Ms. Link, to appoint Daniel Alexander as an alternate member of the Municipal Office Building Committee until the completion of the project. Unanimous aye.

- L. Tax Refunds: Mr. Walter called the Selectmen's attention to two tax refunds.

Motion made by Mr. Walter, seconded by Ms. Link, to award tax refunds in the amount presented.

- \$484.41 to CAB East LLC
- \$174.82 to Dean or Monica Case

Unanimous aye.

9. Public Comment: The following public comments were discussed at the meeting:

- Mr. Dill and Mr. Blaschik stated that they support the Town withdrawing from the Chatham Health District.
- In response to a question raised by Mr. Dill, Mr. Walter confirmed that Dutch Mill Properties own the property on which they have applied for a Tax Incentive.
- Mr. Walter clarified a question Ms. Branscombe had regarding the Resolution for a Town Meeting.
- In response to a question raised by Mr. Cross, Mr. Walter advised that no lay-offs would result from the budget cuts related to the improvements to the Harris property and the related referendum to rescind the STEAP grant.
- Mr. Cross stated that he likes the new fence that was installed at Nichols Field.

- Mr. Moreau stated that he would like the paid Emergency Services employees to provide input on the Local EMS Plan. Mr. Walter agreed to provide him with a copy of the draft plan.

10. Selectmen's Discussion: Mr. Malavasi stated that he would not be able to attend the January 6, 2015 Board of Selectmen's meeting. He also reported that he had spoken with the Comcast Access Coordinator and that he believes there will be funds available for an equipment grant for the high school AV students to film Town meetings. He noted that he can submit a request for grant funds as soon as he is listed as a member of the Cable Advisory Committee. Ms. Zemienieski stated she would submit his information to the Committee.

11. Adjournment: There being no additional business to discuss, a motion was made by Mr. Walter, seconded by Mr. Malavasi, to adjourn the meeting at 8:30 p.m. Unanimous aye

Recorded

Respectfully submitted,

Susan C. Link, Secretary